

10 FAM 540 PROGRAM OFFICER GUIDELINES FOR ANALYSIS OF ADVISORY REVIEW PANEL

(TL:PEC-01; 10-01-1999)

10 FAM 541 BASIS

(TL:PEC-01; 10-01-1999)

Analysis should be based on evidence provided and documented in the proposal package prepared by the applicant and should be presented in terms of established, publicly available Bureau, office, and specific competition criteria.

10 FAM 542 FOCUS

(TL:PEC-01; 10-01-1999)

Written analysis for panel consideration should address the proposed project's strengths and weaknesses in terms of general Bureau criteria and the specific, written criteria established for the competition.

10 FAM 543 ORGANIZATION

(TL:PEC-01; 10-01-1999)

Analysis should address each specific criterion separately, and should reference the relevant element of the proposal.

10 FAM 544 BUDGET REVIEW

(TL:PEC-01; 10-01-1999)

The proposed budget should be reviewed for cost-effectiveness in terms of the program's goals and for consistency with Bureau and Department standards and program needs as outlined in the solicitation.

10 FAM 545 TRACK RECORD

(TL:PEC-01; 10-01-1999)

For applicant institutions which have received past grants or cooperative agreements from the reviewing office, the analysis must include information on past performance, based on standard office program monitoring, and

feedback from posts abroad, if available. The analysis should also include any information available from external evaluations or assessments. This information should be presented in terms of established, publicly available Bureau and office criteria, and specific goals of the completed activity.

10 FAM 546 FAIRNESS

(TL:PEC-01; 10-01-1999)

Program officers should strive to facilitate fairness and even-handedness in the entire review process.

10 FAM 547 THROUGH 549 UNASSIGNED